

PROPERTY PLANNING AND ACCOMPLISHMENT REPORTING

Planning and accomplishment reporting, properly designed and carried through, is primary to the success of any organization. By setting targets and goals, activities can be focused toward meeting them rather than diverting effort in undesired directions.

Strategic Plans

The Division of Forestry periodically completes strategic plans. The current strategic plan released in December, 2007 covers the period 2008 through 2013. This plan replaces the 2005 – 2007 strategic plan. The current strategic plan is available on the Division of Forestry website. Division strategic plans cover all Division of Forestry programs, including State Forests.

Ten-Year Financial Guides

Ten-year financial guides are designed to generate budget requests for the Division budget process. These are created every two years at the beginning of the biennial budget process. They provide information on expected increases needed in operational budgets, and needed major projects.

In addition to the use for the Division budget process, these guides are important for property planning and management. They link property budgets to program directions. They are used for defining expected budgetary needs. They are particularly helpful for properties for identifying, planning, and tracking major projects. The long timeline allows properties to prioritize project needs.

After creation of the guide, properties will use it to track existing and plan new budget needs. The Property Specialist will oversee the development of the financial guides.

Property Performance Goals and Accomplishment Reporting

Properties are not required to submit annual work plans. Prior to 2000, accomplishment reporting used the PARS system. Annual work plans and accomplishment reporting is now achieved through a combined property performance goals (PPG) and accomplishment reporting system using an ACCESS database format. Properties will regularly update accomplishments. Periodic reports will be sent to the Section Head.

Section Bullet Summary

- Strategic plans provide overall direction for the Division and Properties Section.
- Ten-year financial guides provide budget planning and tracking, especially for major projects.
- A property performance goals and accomplishment reporting system is used to set property management goals and track accomplishments.